



TRINIDAD & TOBAGO CIVIL AVIATION AUTHORITY

The Trinidad and Tobago Civil Aviation Authority (TTCAA) is mandated to regulate and administer a safe civil aviation system whilst ensuring that Trinidad and Tobago properly discharges its obligations under international civil aviation agreements and treaties. The TTCAA is seeking to recruit a suitably qualified person for the following position:

EXTERNAL ADVERTISEMENT FOR THE POSITION OF CIVIL AVIATION SAFETY INSPECTOR – AIR NAVIGATION SERVICES (MET)

JOB SUMMARY:

The incumbent is responsible for maintaining safety oversight of the Meteorological (MET) service providers in Trinidad and Tobago; ensuring compliance in relation to all relevant International Civil Aviation Organization (ICAO) Annexes, Trinidad and Tobago Civil Aviation Regulations (TTCARs), TTCAA Circulars, Policies, Procedures, Manuals, Documents, Directives; and improve the safety level of Aeronautical Information Management (AIM) service providers.

KEY DUTIES & RESPONSIBILITIES:

- To update ICAO documents and where necessary prepare draft amendments of the relevant TTCARs to ensure compliance with ICAO Standards and any other applicable standards.
- To prepare documentation to file differences with ICAO.
- To develop and amend Inspector Handbook/Checklist necessary for inspection.
- To assist with the development of a training program for aviation MET inspectors.
- To conduct safety oversight inspections and surveillance of aviation MET service providers.
- To prepare inspection reports and highlight deficiencies for appropriate remedial action by the aviation MET service providers.
- To prepare an annual surveillance plan for MET facilities at the civil airports.
- To provide assistance (if necessary) to aviation MET service providers in preparing the remedial/corrective action plan and follow up on its progress.
- To ensure that aviation MET service providers develop approved training programs inclusive of refresher training for approval by the TTCAA.
- To assist with the formulation and implementation of policies and planning for the provision of MET services to civil aviation in Trinidad and Tobago.
- To monitor the performance of the aviation MET service providers and monitor the provision of MET services to all aviation sectors in the Piarco FIR, including aerodrome meteorological inspections, standards for metrological observations and MET information in Eastern Caribbean Aeronautical Information Publications (AIPs).

OTHER DUTIES & RESPONSIBILITIES:

- Perform other duties related to the position that may be assigned from time to time by the Director-General of Civil Aviation.
- Represent the TTCAA at international aviation conferences, seminars and symposiums.

REQUIRED QUALIFICATIONS, EXPERIENCE & SKILL:

- Formal training in Meteorology, with at least ten (10) years' work experience and demonstrated competency in MET field.
- Wide knowledge in MET field and possess adequate knowledge of MET procedures.
- Expert Knowledge of ICAO Annex 3 and ICAO Document 10157 Procedures for Air Navigation Services (PANS)/MET.
- Knowledge of the applicable TTCARs.
- Formal training and/or experience in Quality Management would be an asset.
- Formal training and/or experience in Risk Analysis and Management would be an asset.

Interested candidates should submit their application along with copies of all relevant qualifications/academic certificates by 16 February 2026 to ttcaacareers@caa.gov.tt.

Unsuitable applications will not be considered.